

PUBLIC MEETINGS 101

The Borough of Metuchen welcomes engaged citizens and active citizen participation at meetings. We hope that the information below will help you voice your opinions on the issues that matter to you. Please [click here](#) for this year's meeting dates.

COMMENTS FROM THE PUBLIC

The Public Comment period is an opportunity for citizens to express opinions, raise issues, and provide information to elected officials. Comments presented during this segment should be on municipality related issues and not items that are scheduled for Public Hearing or a vote on the same evening's agenda.

When addressing the Council, the Council requests that the public observe the following procedures to ensure that every citizen is treated courteously and has an opportunity to speak:

- Come forward to the podium when you speak.
- When recognized by the Chair, state your name and address for the official record before directing your question or comment to the presiding officer which is usually the Mayor.

PUBLIC HEARING

The Public Hearing provides citizens with an opportunity to express opinions, raise issues, and provide information to elected officials about a specific item scheduled on the agenda.

When addressing the Council, the Council requests that the public observe the following procedures to ensure that every citizen is treated courteously and has an opportunity to speak:

- Come forward to the podium when you speak.
- When recognized by the Chair, state your name and address for the official record before directing your question or comment to the presiding officer which is usually the Mayor.

TIPS FOR SUCCESSFUL COMMENTS

Meetings run best when everyone respects common courtesy and decorum.

- Be open, honest, and succinct.
- Keep your comments clear and focused.
- The chair has the right to cut off discussion that is too personal, too loud, or too crude.
- Respect the views of others.
- Allow others to finish speaking before commenting.
- Try to avoid repeating points that have been previously made. You can state that you agree with a certain point without repeating what has already been said.

OTHER WAYS TO GET INVOLVED

There are several ways your voice can be heard.

In Person: Borough offices are open between 8:00 a.m. and 4:00 p.m. When possible, please make an appointment in advance.

Mail: Comments can be mailed to 500 Main Street, Metuchen, NJ 08840, Attn: Department (if known)

Email: Please [click here](#) for the emails of current Councilmembers. Mayor Jonathan Busch can be reached at jbusch@metuchen.com

Social Media:

Twitter: <https://twitter.com/MetuchenNJ>

Facebook: <https://www.facebook.com/MetuchenBorough>

YouTube: <https://www.youtube.com/channel/UCIzUvf32X-28db4qjKsOaVA>